



Enterprise Project Management Solution

Microsoft® Office Enterprise Project Management Solution

Microsoft Office Project Professional 2003, Microsoft Office Project Server 2003, Microsoft Office Project Web Access

Do you need to effectively

- **Manage and prioritize initiatives** -
 - **Support best practices** -
 - **Collaborate with your team** -
 - **Optimize resources** -
- across your organization?**

Now you can with the Microsoft Office Enterprise Project Management (EPM) Solution.

The Microsoft Office EPM Solution enables organizations to better manage projects and resources, collaborate, and analyze and report on projects across an entire portfolio.

Web-based portfolio management tools help executives align people and projects with business objectives, quickly identify problems, and take corrective actions. Team members easily update project information, collaborate, and stay informed through email and Web-based tools. And project managers continue to use the familiar and comprehensive project management features of Project Professional. An extensible architecture enables organizations to integrate the EPM Solution with existing line-of-business systems—for a complete solution.

Support Best Practices and Organization-wide Standards.

Implement standards and best practices for organization-wide consistency and compliance.

- **Organization-wide consistency.** Deploy enterprise templates for standardization of data and reporting across your project portfolio. Define consistent properties for resources and projects, so you can fairly evaluate and compare costs, performance, and utilization rates across your organization.

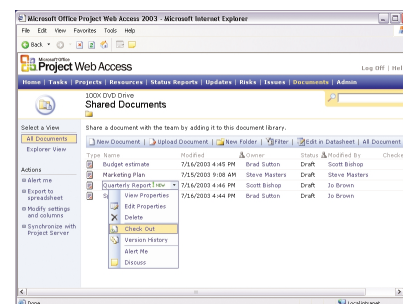
- **Customizable Project Guide.** The Project Guide is a built-in interactive, step-by-step aide that walks you through the project management process. Develop customized Project Guides to promote your own project management methodology for organization-wide compliance and consistency.

Collaborate and Track Progress.

Empower project teams to view, share, and update project information and progress from the Web or Outlook®.

- **Flexible information access.** Let partners, executives, and team members view and interact with role-specific project data through Microsoft Office Project Web Access – the Web portal in the EPM Solution – just by using a browser. Automatically send updates through email. Or integrate Project Server Web Parts into a dashboard view with other information for a complete view of your business.

- **Outlook integration.** Enable team members to view and report progress on tasks—right from their Outlook Calendar. Team members can easily keep track of project tasks alongside other Outlook appointments and provide project managers with timely updates for accurate reporting.
- **Centralized document management.** Enhance knowledge sharing and improve the quality of project deliverables. Integration of Project Server and Microsoft® Windows SharePoint™ Services enables teams to centrally manage and track project-related documents. Windows SharePoint Services requires Windows Server™ 2003.

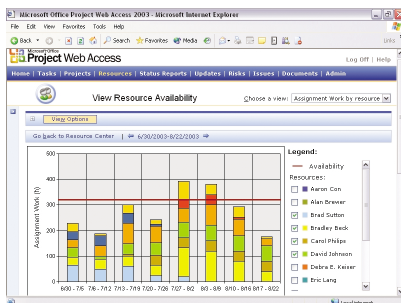


Improve quality and reduce the time required to produce project deliverables by centralizing and managing documents using check-in/check-out and version control.

Manage Resources.

Get accurate information about resource utilization and skills across your organization.

- **Centralized resource management.** Manage resources effectively across your organization using a central enterprise resource pool. Evaluate resource workload across projects with the help of resource availability graphs.



Use resource availability graphs to compare and evaluate workload and capacity across the entire resource pool for better planning.

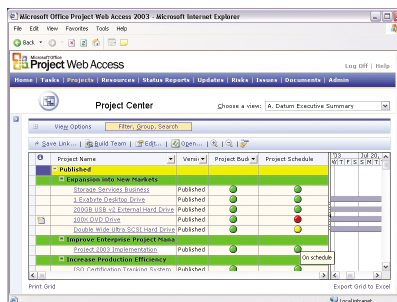
- **Resource optimization.** Assemble the best team for each project using powerful resource management tools that facilitate project staffing and assignment of resources to tasks considering resource skills, availability, and more.

- **Resource planning.** Use the new proposed booking capability to plan ahead by tracking potential resource assignments for projects in the proposal phase.

Analyze and Report.

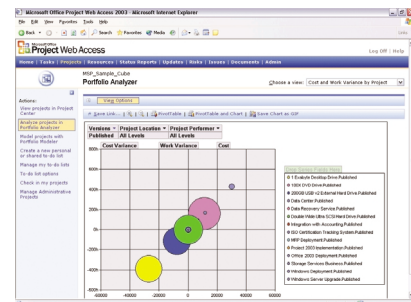
Support better analysis and decision-making with powerful portfolio management, reporting, and modeling capabilities.

- **Project portfolio views.** Use the roll-up portfolio view of projects in the Project Center to monitor key performance metrics and quickly identify projects that are behind schedule or over budget.



Monitor project performance with consistent up-to-date metrics, and identify problems quickly using graphical indicators.

- **Relevant and timely analysis.** Gain insight into projects with Portfolio Analyzer, a flexible analysis tool that allows you to interact with real-time project and resource data to identify trends and problem areas throughout your portfolio.



Quickly analyze trends and identify problem areas across your portfolio with graphical views and reports.

- **What-if scenarios.** Evaluate options for addressing at-risk projects. The Portfolio Modeler tool enables you to model the impact of changes to schedules and resource assignments across your portfolio so that you can prioritize work effectively.
- **Business integration.** Leverage your current investments in line-of-business systems for a complete view of your business activities. Integrate the Microsoft Office EPM Solution with your existing business processes and applications and databases using industry standards like XML and SOAP.

System Requirements

- Microsoft Office Project Professional 2003 runs on most Pentium PCs with 233 MHz or higher processor, 128 MB of RAM minimum, and Microsoft Windows 2000 with Service Pack 3 or later, or Microsoft Windows XP or later
- Microsoft Office Project Server 2003 runs on a server with Pentium III 550 MHz or higher processor, 256 MB of RAM minimum,

Microsoft Windows 2000 Server with Service Pack 3 or later, Microsoft Internet Information Services (IIS) 5.0 or later, and Microsoft SQL Server 2000 with SP3 or later. Windows SharePoint[™] Services is required for project collaboration; Windows SharePoint Services requires Windows Server[™] 2003 or later. Other system requirements are highly dependent on the configuration of the server.

- Microsoft Office Project Web Access runs on PCs with Pentium 133 MHz or higher processor, Microsoft Windows 98 Second Edition or later, and Microsoft Internet Explorer 5.01 with Service Pack 3 or later.

For complete system requirements, please visit www.microsoft.com/office/project.

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